

**MINUTES  
CITY OF ST. CHARLES, IL  
PLANNING AND DEVELOPMENT COMMITTEE  
MONDAY, MARCH 11, 2019 7:00 P.M.**

**Members Present:** Stellato, Silkaitis, Payleitner, Lemke, Turner, Bancroft, Gaugel, Vitek, Bessner, Lewis

**Members Absent:** None

**Others Present:** Mayor Rogina; Mark Koenen, City Administrator; Rita Tungare, Director of Community & Economic Development; Russell Colby, Community Development Division Manager; Ellen Johnson, City Planner; Rachel Hitzemann, City Planner; Monica Hawk, Development Engineer, Bob Vann; Building & Code Enforcement Division Manager; Fire Chief Schelstreet, Asst. Fire Chief Christensen; Chris Minick, Finance Director

**1. CALL TO ORDER**

The meeting was convened by Chairman Bessner at 7:00 P.M.

**2. ROLL CALLED**

Roll was called:

Present: Stellato, Silkaitis, Payleitner, Lemke, Turner, Bancroft, Gaugel, Vitek, Bessner, Lewis

Absent: None

**3. OMNIBUS VOTE**

- \*4a. Recommendation to approve and execute an Acceptance Resolution for Public Utilities for the Prairie Centre Development.
- \*4b. Plan Commission recommendation to approve a Minor Subdivision Final Plat for 1812 Riverside Subdivision.
- \*4c. Recommendation to approve an amendment to the First Street Building #3 Balcony License Agreement with First Street Development II, LLC (addition of roof structure over balcony).

**Aldr. Turner made a motion to approve omnibus items \*4a, \*4b and \*4c on the Agenda. Seconded by Aldr. Lemke. Approved unanimously by voice vote. Motion carried 9-0.**

**4. COMMUNITY & ECONOMIC DEVELOPMENT**

- d. First Street Building #8:
  - 1. Plan Commission recommendation to approve a PUD Preliminary Plan.
  - 2. Recommendation to approve a Redevelopment Agreement with STC Lot 4, LLC.

**4d1.-**Mr. Colby said last year an RFP went out for the development of the remaining lots within the First St. project, this past December the city entered a Memorandum of Understanding with Frontier Development designating them as the developer for building #8. Frontier has established STC Lot 4,

LLC as their developer entity for the project. The Memorandum of Understanding authorized the developer to seek approval of the project during 120 day period; they applied for PUD Preliminary Plan earlier this year which included preliminary site engineering, streetscape layout and building architecture, those plans are similar to those that the committee reviewed with the RFP responses, except for the following changes:

- building exterior uses more glass and metal panels
- the arch stone tower has been replaced with a more rectilinear glass and steel tower
- partial 3<sup>rd</sup> floor has been added providing access to the rooftop terraces
- a vehicle pull-off and loading zone has been shown along Illinois St.

Historic Preservation Commission reviewed and recommended approval, with some specific comments from them in the staff memo. Plan Commission also recommended approval with 1 dissenting vote related to the building set-back along Rt. 31. The developer is working to address some minor comments on the streetscape and engineering plans before advancing to Council for approval.

Aldr. Lemke asked which member spoke to the setback. Mr. Colby said Commissioner Funke. Aldr. Lewis asked how much of a setback was asked for. Mr. Colby said Mr. Funke was looking for an increase setback versus what was shown in the plans; 4ft. may have been mentioned during the discussion. The building is right up close to the sidewalk; there was a modification to recess the doorway on the Rt. 31 entrance so the doors do not swing out on to the sidewalk, as well as a change to the footprint to angle the corner for more access around the corner along Rt. 31; the sidewalk is about 5ft. wide in that area.

**Aldr. Stellato made a motion to approve PUD Preliminary Plan for First Street, building #8. Seconded by Aldr. Vitek. Approved unanimously by voice vote. Motion carried 9-0.**

**4d2.**-Mr. Colby stated that staff, the city attorney, the developer and their attorney have been working together to draft the redevelopment agreement. The significant business terms are similar to what was presented in December; conveyance of the property to the developer, waiver of permit and zoning fees for the building shell and the developer will be constructing the streetscape along Illinois St. The agreement also included the developers project schedule, which projects a closing date of September 2, 2019 and a completion date of April 1, 2020. In accordance with the TIF statute, the city has published a notice regarding intent to transfer property for development and providing opportunities for alternative proposals to be submitted by a deadline of March 15 in anticipation of the Council taking action on the redevelopment agreement on Monday, March 18.

**Aldr. Turner made a motion to approve a Redevelopment Agreement with STC Lot 4, LLC. Seconded by Aldr. Bancroft. Approved unanimously by voice vote. Motion carried 9-0.**

- e. Recommendation to approve an amendment to the Redevelopment Agreement with First Street Development II, LLC regarding adding the East Plaza/Riverwalk project to the list of "Developer Optional to Construct" improvements.

Mr. Colby said in January the Committee reviewed a proposal from WBK for design services for the East Plaza and Riverwalk; at that meeting staff noted that unlike earlier streetscape and riverwalk projects within Phase 3, the East Plaza and Riverwalk was not listed as “developer optional to construct improvement” in the 2015 RDA, due to the uncertainty for timing of completion of the phase. In January the Committee was supportive of adding the project to the “developer optional” list so the developer can construct the East Plaza and Riverwalk concurrently with Building #2 and coordinate the construction staging and timing. Staff is now bringing forward an amendment to the RDA to move this project the “developer optional” list. The budgeted amount for the project is listed in the agreement as a place holder, but the cost will be adjusted based on the engineer’s estimate for the final engineering plans, which WBK is currently working on.

**Aldr. Stellato made a motion to approve an amendment to the Redevelopment Agreement with First Street Development II, LLC regarding adding the East Plaza/Riverwalk project to the list of “Developer Optional to Construct” improvements. Seconded by Aldr. Gaugel. Approved unanimously by voice vote. Motion carried 9-0.**

- f. Historic Preservation Commission recommendation to approve a Historic Landmark Designation for 201 Delnor Ave. (G.E. Steckmesser).

Mr. Colby said this landmark nomination was file by Gloria Klimek; the house dates from 1954 and is a Ranch style house with Prairie style influences. The designer of the house was a student and employee of Frank Lloyd Wright, who is known for popularizing Prairie School architecture. Ms. Klimek has lived in the house since 1985 and has been honored for her service to the community for 24 years on the Park Board and a recipient of the Charlemagne award. If designated the house will be the first post WWII era landmarked house in the city. Historic Preservation Commission held a public hearing and unanimously recommended approval.

**Aldr. Turner made a motion to approve a Historic Landmark Designation for 201 Delnor Ave. (G.E. Steckmesser). Seconded by Aldr. Bancroft. Approved unanimously by voice vote. Motion carried 9-0.**

## **5. FIRE DEPARTMENT**

- a. Recommendation to approve a Limited Contractual Service Agreement with the Fox River and Countryside Fire Rescue District.

Chief Schelstreet said over the last several months the Fox River and Countryside Fire District and the city have been in talks as the fire district goes through an examination of how to best provide service to an area of approximately 50 properties located in the Kautz Rd. area. An agreement has been reached for a 1 year contract with no auto renewal and is based on the previous service agreements that used to exist. The city would provide fire rescue and prevention with Tri-City Ambulance providing advanced life support ambulance services. Tri-City approved the agreement at their Friday meeting. The city would be paid approximately \$6,000; this is based on the amount of tax money generated by the properties. As with previous agreements, the Finance dept. would invoice the fire district at the time identified in October for the term of the contract. Historically this area has

generated between 2-3 service calls annually; no additional resources or impact would be felt by the city or fire department.

Aldr. Turner said this is something we should approve, even though it's not our fire district, it's an extremely long time for them to get there and they are our neighbors. Aldr. Lemke agreed and stated its better served by our city, but he's curious what happens a year from now. Chief Schelstreet said another agreement is possible; the Fire District is looking at several opportunities, but at this time they'd like to enter the 1 year agreement.

Aldr. Payleitner said she has friends in the area and she thinks West Chicago served them more often than the others. She asked if any fire expense, like pension, would come off of their tax bills. Chief Schelstreet said we would invoice them and then utilize the amount of money generated under their fire district tax; it's the same way we did previously when we served prior to May 2011. Aldr. Payleitner asked if that's less than what our citizen's pay. Chief Schelstreet said when you try to compare a fire district to a municipality, it's a bit challenging because a fire district is funded only by property tax; the city has multiple different revenue streams, and since this is such a small area and we really don't have to do anything different, that's the way the agreement was written.

Chairman Bessner said seeing as it's only a year and there's a timeline involved, will there be an indication down the road as far as another agreement to allow time to get with lawyers. Chief Schelstreet said we would certainly do that, we're very hopeful to continually improve the relationship and work together more, and keep these conversations on-going.

Aldr. Turner said he thinks it's only a 1 year agreement because this fire district is having another referendum and we don't know what that's going to be, and we'll have to wait and see what their reaction is to that referendum; positive or negative, there's a lot in the air here and we're kind of protecting ourselves here.

**Aldr. Turner made a motion to approve a Limited Contractual Service Agreement with the Fox River and Countryside Fire Rescue District. Seconded by Aldr. Payleitner. Approved unanimously by voice vote. Motion carried 9-0.**

**Roll was called:**

**Ayes: Gaugel, Vitek, Lewis, Stellato, Silkaitis, Payleitner, Lemke, Turner, Bancroft**

**Absent:**

**Recused:**

**Nays:**

**Motion carried 9-0**

**6. ADDITIONAL BUSINESS – None**

**7. EXECUTIVE SESSION - None**

**8. ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS-**

Aldr. Lemke mentioned a utility connections mailer received from Metronet who is offering service immediately; and he has already contacted them and received a proposal from them for what it would cost a residential homeowner.

**9. ADJOURNMENT- Motion was made and seconded to adjourn at 7:14pm. Approved unanimously by voice vote. Motion Carried 9-0.**